



PRE-APPLICATION DISCUSSION

NOTE: PRE APPLICATION DISCUSSIONS ARE PROVIDED TO ASSIST APPLICANTS IN ACQUIRING INFORMATION ON PROCESS AND REQUIREMENTS PERTAINING TO THEIR REQUEST. THE INTERPRETATION OF SPECIFIC USES ALLOWED WITHIN VARIOUS ZONES IS THE RESPONSIBILITY OF THE ZONING ENFORCEMENT OFFICER, AS PROVIDED FOR BY THE COMPREHENSIVE ZONING CODE. ANY STATEMENTS REGARDING ZONING AT THE PRE APPLICATION DISCUSSION ARE NOT CERTIFICATES OF ZONING.

PA # _____ APPLICANT _____ TEL. # _____ FAX # _____

RECEIVED BY _____ DATE _____

APPOINTMENT TIME & DATE: _____

Appointment requests received by Friday will be scheduled for Tuesday of the following week, if times are available. Requests received after Friday will be scheduled for the following Tuesday. **Please contact the Planning Department at 924-3860 for more information.**

1. **BRIEFLY DESCRIBE REQUEST:** (What do you plan to develop on this site?)

2. **RESPOND TO THE FOLLOWING QUESTIONS:**

Size of site: _____ Existing Zoning: _____ Proposed Zoning: _____

Previous zone change or site plan approval case #s for this site: _____

Applicable Area or Sector Development Plans: _____

Residential: Type and # of Units Proposed: _____

Commercial: Estimated building square footage: _____ No. Of Employees: _____

3. **LOCATION OF REQUEST:** Provide a legal description of property and indicate location using surrounding streets. Indicate significant landmarks or notable features in the vicinity. **Include Zone atlas number.**

4. **WHAT QUESTIONS OR CONCERNS DO YOU HAVE REGARDING THIS REQUEST:**